

Financial Consolidation Update

As part of the *Partners in the Gospel* process, all parish families are required to merge their finances into a single account and operate as one financial entity. Until now, our parish family has maintained five separate bank accounts—one for each site. With the recommendation of our Pastor, Pastoral Council (PC), Finance Council (FC), and Parish Family Advisory Committee (PFAC), and which our pastor, Fr Tuan Nguyen supports we will begin the consolidation process on **July 1, 2026**. The transition will take place in two phases:

Phase 1: Visitation & Holy Rosary - Effective July 1, 2026

The finances of Visitation and Holy Rosary will be fully integrated into our PSJXXIII parish's accounting at the start of the new fiscal year. All income, donations, and expenses for these three church campus sites will be managed as a single entity, with no distinction by location.

Visitation's savings will merge into PSJXXIII's savings, including approximately \$197,790.23 from Visitation's general PRF savings account and \$57,323.01 from their Building PRF savings account. The balance in Visitation's PRF as of June 30, 2026, will remain designated for Visitation. Any revenue received on or after July 1, 2026, will be considered as parish family funds and used to support the mission and operations of our entire parish family.

Phase 2: St. John of the Woods (SJOW) - Effective July 1, 2027

SJOW will continue to operate on its separate accounting system for one additional year. PSJXXIII will continue allocating shared expenses to SJOW during this period. On July 1, 2027, SJOW's finances will be merged into our parish family's unified books.

Exception: St. Rita

Due to the current status of the recourse in Rome, St. Rita's finances must remain entirely separate. Their financial management will not change, and PSJXXIII will continue to allocate a small portion of shared expenses to them. However, in our monthly financial roll-up, their figures will be consolidated with PSJXXIII's for reporting purposes.

Q&A

Why are Visitation and SJOW merging at different times?

PSJXXIII, Visitation, and Holy Rosary already use identical QuickBooks coding for their various income and expense categories, making their consolidation straightforward. SJOW uses a separate QuickBooks system with different coding that requires mapping and alignment, which takes additional time.

How will financial transparency be maintained?

We remain committed to clear and open financial communication. Regular reports will continue to show how parish family resources are used, and every campus will have representation in financial oversight. Consolidation changes our accounting structure, not our commitment to transparency and responsible stewardship.

How do campus events get funded? How does the money get dispersed for upfront expenses and where do any proceeds go?

All similar accounts will be merged. (i.e., similar events – coffee & donuts). Income and expenses go through that merged account, regardless of campus site.

How will parishioners know where their donations go?

Parishioners will continue to have clear visibility into how their donations are used. Regular financial reports will show how parish family resources support ministries, facilities, and mission across all campuses. Donors may still make restricted gifts for specific projects or campus, and those funds will remain dedicated to their intended purpose. Our unified accounting system simply streamlines operations — it does not reduce transparency and clear reporting.

Will each campus still have representation in financial decisions? How is fairness ensured?

Yes, each campus will continue to have a voice in financial decisions through shared leadership and representation on the PC, FC and PFAC. Decisions will be guided by clear, mission-focused criteria—such as ministry needs, facility conditions, and long-term sustainability—rather than by favoritism. We're committed to transparency with regular updates and clear communication about how and why decisions are made. Overall, fairness means ensuring every campus is supported in a way that helps the entire parish family thrive.

What financial challenges are we currently facing at each campus?

PSJXXIII, SJOW and Visitation are all financially solvent, which is something we're very grateful for. This effort is about positioning the parish for long-term sustainability, addressing future needs like facility upkeep, and strengthening our shared mission.

What if one site generates more income than another?

We are a parish family, and all income will be shared by the parish family.

How does use of the campus by non-parish groups get accounted for? The church hall for retreats for non-parish organizations?

There is no difference in how projects are currently managed. Contracts are managed by staff and we work along with Archdiocese and communicate with volunteers on projects, regardless of which campus site the project takes place. This is happening – each site has shared staff who process contracts, schedule retreats and rentals – at all of our campuses.

How do we account for agreed upon improvements?

Small improvements will require staff approval. Large improvements will require PC approval with pastor, Fr Tuan Nguyen's final approval.

How does prioritization of capitalized projects get accomplished? If there is voting at a Parish level and one campus has a majority of votes, how do prevent the other campuses from falling into disrepair? Who votes? When?

Anything over \$5,000 must go through an approval process that includes (PC) and (FC) approval. The PC will determine priority based on needs of the parish family. Each site needs representation on the PC and FC. The Pastor has final approval.

For small projects that keep the parish vital and in good working order, is there a way to access funds to complete lower cost projects?

Small projects will be managed using our current procedures. We will use parish family maintenance funds for small projects if the amount is under the threshold that doesn't need PC approval.

Regarding fundraising activities, will groups who do fundraising be able to identify a project they would like to raise funds for?

There are no changes to how we currently manage fundraising. If it's a large project, the parish family could organize events across campuses for it.

Fundraising events can raise funds for a restricted project. If under a monetary threshold, projects just need staff approval. Large projects required PC approval, and final approval by pastor, Fr Tuan Nguyen. And funds raised for a restricted project at a specific campus will remain with that project.

How do we manage Parish Custodial Accounts? For example: flowers and decorations, senior's luncheon, etc.

Custodial accounts will become one custodial account for our Parish Family. For example, flowers and decorations income and expenses will be tracked in one account for our Parish Family – not by individual campus.

Like funds will be combined. If an event is held to raise money for a specific project, funds received over that amount will be used for our Parish Family general funds.

How are restricted funds managed? What is the criteria for identifying restricted funds? If the funds are identified as restricted, are they then restricted to an identified Church Campus or available to all 3 Church Campuses for the identified purpose?

The parameters on restricted funds are that funds are received from donors for a specific project at a specific campus location. To be "restricted," the donor must be giving the money only for its intended use related to a project. Restricted funds will remain restricted to its intended use.

Designated funds are donations made for a more general use, such as "maintenance." These funds will be combined from all campus sites and used for our parish family.

What does the budgeting process look like? In past years there has been information retrieved from various committees to help formulate the budget. Representatives from the Visitation, main campus (St. Ann) & SJOW have met to work out the shared expense budget line items.

Our CPA will create one budget for our Parish Family, with the exception of St. Rita's, which has to remain separate due to the status of their recourse.

Will our campus lose its identity or traditions?

Even as we consolidate finances, each campus will continue to honor its own traditions, ministries, and community life. Every site will remain represented in parish leadership, and donors may still support campus-specific projects. Financial unity strengthens our mission, but the unique character of each campus remains an essential part of our parish family.

How will disagreements between campuses be resolved?

Disagreements are a natural part of working together, and we'll address them through a clear, structured decision-making process. Finance council and parish leadership will listen to input from each campus and weigh decisions against our shared mission and overall parish needs. Decisions will be made in light of what best serves our entire parish family, Pope St. John XXIII.